**First Unitarian Church of Providence**

Prudential Committee Meeting Notes

May 13, 2020

**ATTENDING:**

**Prudential Committee**

Cheryl Bartholomew, President

John Simmonds, Past-President

Michael Cappelli, President-Elect

Roberta Groch, Treasurer

David Francis, Assistant Treasurer

Claire Rosenbaum, Clerk

Caroline Mailloux, Strategic Planning

Tiffany Reed, Stewardship Liaison

Edie Warren, Personnel Liaison

Sam Cole, Community Life Liaison

Greg Kniseley, Social Justice Liaison

Dave Spremulli, Spiritual Development Liaison

**Church Staff Attending**

Liz Lerner Maclay, Minister

Cathy Seggel, Director of Religious Education

Nancy Forsstrom, Church Administrator

**Meeting took place remotely via zoom due to COVID-19 pandemic.**

**6:45 Check-in**

 **Call to Order - Chalice Lighting & Covenant Reading**

**Meeting is being held remotely due to COIV-19 Emergency**

**7:00 Budget Presentation and Discussion**

The proposed budget was shared. The budget committee has met and reviewed requests. They have incorporated all items in the “Green” yes column into the proposed budget, including: Increasing Assistant Minister for Pastoral Care to half time, increasing Membership Coordinator hours to 17 hours / week; $750 for Benevolent society; $2,000 for Mark Ewert and continued strategic planning; $1,000 for improved telecommunications; $650 for annual license fee for streaming, performing and copying music.

Payroll Protection Program (PPP) funds were received - $86,139. These funds could be used for salaries (including benefits and retirement packages) rental payments, mortgage and utilities. We only were awarded for salary. They must be used in next eight weeks. Our payroll company will give statement of what is paid out. Then the loan will be forgiven. Accountant and Wally set up a special liability line for this loan.

As a result of the PPP loan being applied to salaries we will have a surplus of around $60,00 – likely more.

We want to be as conservative as possible since we really do not know how the effects of the pandemic will impact over the next year. There was a lengthy discussion about requested items in the “yellow” maybe column, especially the Cost of Living increase for staff (COLA) in the amount of $7960. It was acknowledged that the staff have been working very hard and this 1.8% increase is really to accommodate for a rise in cost of living expenses. Consideration was also discussed about the very uncertain financial future during the upcoming year in light of the pandemic. Also, we may need more robust technology if we need to do online service all church year.

**Motion: To take $7960 - 1.8% COLA for all staff members - and move it into the base budget. (Michael / Edie). 11 approved. One abstention.**

**Motion: To approve base budget including the $7960 for the COLA as amended. (Edie/David S.) Carried unanimously.**

The special funds requests for loaves and fishes and 300th anniversary were considered.

**Motion: To authorize $2300 for mobile loaves and fishes and 300th anniversary requests from the surplus of FY 2020. (Dave S / Cheryl). Carried Unanimously.**

A congregational budget discussion will be held on Sunday, May 31 at 1PM.

**Announcements:**

* Nominating Committee still needs to fill stewardship role. Other spots on slate have been filled.
* Food pantry will take place next Monday. Core group will pack boxes and participants will drive by and open trunks. Walkers will be given bags / packages for their carts. We have checked with the mayor’s office which gave the OK since food pantries are considered essential services.

**8:50 Next Meeting/Assignments**

* **Next Meeting: May 27**
* **Opening/Closing Words: (David Francis)**

 **Extinguish Chalice**

**8:58 ADJOURNMENT –** Motion to adjourn(Dave S. / John) carried unanimously.

Respectfully submitted,

Claire Rosenbaum, Clerk